



Oct 31, 2015

Vol. 20.10

104 E 2nd St, PO Box 215

765.583.4944

www.otterbein.in.gov

Important Phone Numbers

| | |
|-----------------------|-----------------|
| Police | 911 or 884-0080 |
| Billing Questions | 583-4944 |
| Clerk's Office | 583-0089 |
| Republic/Allied Waste | 477-9138 |
| Streets and Water | 583-3430 |

Councilmen

| | |
|-----------------|--------------|
| Kevin Burk | 404-1481 |
| Ron Shoup | 337-5876 |
| Dirk Studebaker | 574-551-2903 |
| Doyle Allison | 583-9481 |
| Mac McKinney | 583-2821 |



Saturday, November 7th & Saturday, December 5th

Leaves must be bagged and at the curb by 6:00 am



Otterbein Rotary Events

Yard of the Month!!

Presented by the Otterbein Rotary Club

October recipient

William and Martha Spicer



Christmas Home Decorating Contest

This is the Rotary's 10th year holding the contest. Get the outside of your home decorated and let's give them a lot to judge. The judging will be held in December. Watch December's newsletter for exact judging dates.

Calendar November 2015

| | |
|------|---|
| 3rd | Town Council Meeting 6:00 PM |
| 11th | Veteran's Day - Town Hall Closed |
| 11th | Trash & Recycle |
| 17th | Town Council Meeting 6:00 PM |
| 25th | Trash & Recycle |
| 26th | Thanksgiving - Town Hall Closed |
| 27th | Thanksgiving - Town Hall Closed |



Benton County Department of Veterans' Affairs

Wednesday November 11th is Veteran's Day, a day to honor the lives and sacrifices of our nation's military veterans. Join students, staff, families and veterans at the following programs as we observe the day:

Tuesday, Nov. 10th, Mass 8:15 am Program 9:00 am

Sacred Heart Church and School, 600 N. Washington, Fowler

Tuesday, Nov. 10th, 1:30 pm

Boswell Elementary School, 414 W. Main St, Boswell

Wednesday, Nov. 11th, 10:00 am

Prairie Crossing Elementary School, 2758 South 400 East,
Oxford

Wednesday, Nov. 11th, 9:00 am

Otterbein Elementary School, 111 W. Oxford, Otterbein

Wednesday, Nov. 11th, 1:30 and 2:12 pm

Benton Central Jr/Sr High School, 4241 East 300 South, Oxford

2016 BUDGET ADOPTION AND TOWN COUNCIL MEETING

TUESDAY, OCTOBER 6, 2015 AT 6:00 PM

Council Vice-President Ron Shoup called the meeting to order with Leon McKinney, Dirk Studebaker and Doyle Allison present; President Kevin Burk was absent.

Clerk-Treasurer Treeva Sarles announced to the Board that no petitions had been filed regarding the budget. Dirk Studebaker made the motion to adopt Ordinance 2015-1006A An Ordinance for Appropriation and Tax Rates for the year ending December 31, 2016. Leon McKinney seconded the motion and all were in favor. Ron Shoup made the motion to adopt Ordinance 2015-1006B 2016 Water Utility Budget. Leon McKinney seconded the motion and all were in favor. Leon McKinney made the motion to adopt Ordinance 2015-1006C 2016 Wastewater Utility Budget. Dirk Studebaker seconded the motion and all were in favor.

The Council conducted the Hearing on Utility Disconnection. Nobody was present to discuss their unpaid bill. Ron Shoup made the motion to shut off those listed on the report provided. Doyle Allison seconded the motion and all were in favor.

Leon McKinney made the motion to approve the September 2015 Minutes as written. Doyle Allison seconded the motion and all were in favor. Ron Shoup read the summary of claims for a total of \$125,197.08. Leon McKinney made the motion to approve the claims as presented. Doyle Allison seconded the motion and all were in favor.

A resident inquired about being a snowbird and being gone in the winter, and if they needed to find someone to take care of their sidewalk or can he pay the town to take care of it. The Council informed him; he needed to find someone to take care of that for him. Mr. Fassnacht offered a word of encouragement to the Council. He feels they are doing a good job. He suggested they ignore some of the negative comments people make. Make the plan and work the plan.

In regards to Otterbein Commons Development, Keller development presented the Redevelopment Plan; originally slated to be adopted tonight. However, they knew the Council just received the draft yesterday. They would like to table that until the next meeting but ask the Council to review and have any comments to them by the end of the week. Resolution 2015-1006A, A Declaratory Resolution Designating Certain Real Estate within the Town of Otterbein as an Economic Revitalization Area (ERA). Leon McKinney made the motion to adopt Resolution 2015-1006A. Dirk Studebaker seconded the motion and all were in favor.

Attorney Jud Barce presented Ordinance 2015-1006D An Ordinance Amending 93.01 of the Code of the Town of Otterbein Relating to Peddlers, Itinerant Merchants and Solicitors. This Ordinance removes door-to-door solicitation except by a charity. Ron Shoup made the motion to adopt Ordinance 2015-1006D. Doyle Allison seconded the motion and all were in favor. Jud then presented Ordinance 2015-1006E An Ordinance to Amend Title V, Section 50.01 of the Code of the Town of Otterbein Relating to Storm Water Fees and Title V, Section 52.01 Relating to the Trash Collection Fees. This lowers the Trash rate by \$0.90 and raises the Storm water fee by \$1.00. Dirk Studebaker made the motion to adopt Ordinance 2015-1006E. Leon McKinney seconded the motion and all were in favor. Jud presented Ordinance 2015-1006F An Ordinance Prohibiting Private Wells and Establishing a Cross Connection Control Program. Dirk Studebaker made the motion to adopt Ordinance 2015-1006F. Doyle Allison seconded the motion and all were in favor. Jud presented Ordinance 2015-1006G An Ordinance to Amend Title IX, Section 91.02 of the Town of Otterbein Code Prohibiting Nuisances. This removed certain restrictions from the Restoration Permit. Ron Shoup made the motion to adopt Ordinance 2015-1006G. Leon McKinney seconded the motion and all were in favor. There was going to be a discussion on Ordinance Violation Penalties but that was tabled until another meeting.

Mike Turchi with BF&S presented the Draft Safe Routes to School Plan. Mike will coordinate with Treeva, for the committee to review, if any changes are needed. Treeva is to check with INDOT if the Council needs to adopt the plan.

Town Marshal George Frantz presented a trash abatement issue to the Council on East Oxford Street. The time the owner was given has expired. Ron Shoup made the motion to have Jud file an Ordinance Violation asking for \$250 and attorney fees. Dirk Studebaker seconded the motion and all were in favor.

George then presented Commendation Bars to Jason Pritchett and Rob Miller II to be worn on their Otterbein Uniform. The Commendation was given due to their hard work in the June Meth Lab bust; this was due to them taking the investigation to the next level.

Town Superintendent Seth Humphreys gave a status report on the work that has been happening around the town. He reported that he has contacted Tippecanoe County and they will work with the town in regards to posting Reduce Speed Ahead signs coming into town. Seth will work with them to get this accomplished. Seth presented quotes for uniforms to be rented rather than shirts purchased. Treeva explained that depending on what is rented, it could still be a taxable fringe benefit. The quotes required a 3-5 year commitment. Treeva explained we used to rent uniforms, when it was discovered what we were renting was a taxable fringe benefit and the employees at the time didn't want the uniforms; it took getting the attorney involved to get us out of the last contract. The Council tabled the decision to gather more information. Lastly, Seth requested that Chad and he attend training in Hamilton, IN and will require an overnight stay. Ron Shoup made the motion for them to attend the training for \$85 each and a hotel room. Doyle Allison seconded the motion.

Utility Superintendent Lorean Johnston reported that a service representative was down to look at the blowers at the WWT Plant. He took one with him to tear down and prepare a quote. There will be no charge until we get a quote. This is due to poor maintenance. The clarifiers at the WWT plant are in need of maintenance, the lift station has a grease issue again and needs maintenance and the iron chamber at the water plant needs cleaned. All of these require being pumped out. The town will save money by renting a hydrovac pump for a week for \$1,400 and do the work in-house, which Lorean and Seth feel they can do. Dirk Studebaker made the motion to rent the pump. Doyle Allison seconded the motion and all were in favor. The yard hydrant at the WWT plant needs to be replaced and will cost between \$200-\$300. The Council unanimously agreed to replace it. The well house at the water plant needs repairs. The cost for materials will be \$394 to insulate the well house. Ron Shoup made the motion to insulate the well house. Leon McKinney seconded the motion and all were in favor.

Clerk-Treasurer Treeva Sarles presented Ordinance 2015-1006H An Ordinance to Set the Compensation of All Town Officers and Employees for the Year 2016. Leon McKinney made the motion to adopt Ordinance 2016-1006H. Doyle Allison seconded the motion and all were in favor. She updated the Council on the Rural Development funding application for the Downtown Lighting Project. It is moving along, and is in the Environmental Review stage. She updated the Council that there will be a meeting on October 20, 2015 with the Tele-pharm representative, Stembel Pharmacy representative, Kelly Kepner, Benton County Economic Development Director and Treeva regarding the possibility of a Pharmacy coming to town. They will then present information gathered at the October 20, 2015 Town Council Meeting. Treeva brought up that the County Nurse will be coming to give the new employees the hepatitis B shot and tetanus. She will also offer flu shots for \$21 each. In the past the town has paid for the flu shots. She asked if the Council wishes to pay for flu shots again this year. Ron Shoup made the motion to pay for employee flu shots. Dirk Studebaker seconded the motion and all were in favor. Treeva informed the Council that Betsy and she will be attending SBOA School and the ILMCT District Meeting October 14-15, 2015. Amy will be here to keep the office open. She then discussed as Amy becomes a Councilman January 1, 2016 she will no longer be able to work in the office. She also noted that with the cut again to her salary budget for PT help down to 450-500 hours for the entire year of 2016 that it will be very difficult to find someone who wants to work on an as needed basis. Cherie Porter is willing to fill this as needed basis, however, in the rare situation of training when Betsy and I have to be out of the office at the same time; the office would have to close a few hours early at 2pm instead of 4pm. The Council unanimously agreed that as long as notice can be given they don't see a problem with that.

With nothing else to come before the Council, Dirk Studebaker made the motion to adjourn at 8:46 PM. Leon McKinney seconded the motion and all were in favor.

TOWN COUNCIL MEETING

TUESDAY, OCTOBER 20, 2015 6:00 PM

Council President Kevin Burk called the meeting to order at 6:05 PM with Ron Shoup, Leon McKinney and Doyle Allison present; member Dirk Studebaker was absent.

Kevin Burk read the summary of claims presented for a total of \$181,461.79. Kevin asked about the expense for the WWT Bond and Interest. Treeva explained that is our loan payment to the State Revolving Fund. Doyle Allison made the motion to approve the claims as presented. Leon McKinney seconded the motion and all were in favor.

Attorney Jud Barce presented Resolution 2015-1020 Confirmatory Resolution Designating Certain Real Estate in the Town of Otterbein as an Economic Revitalization Area. Ron Shoup made the motion to adopt Resolution 2015-1020. Doyle Allison seconded the motion and all were in favor. Jud presented Resolution 2015-1020B A Resolution of the Town of Otterbein Town Council in Support of the East Otterbein Revitalization Plan. Ron Shoup made the motion to adopt 2015-1020B. Leon McKinney seconded the motion and all were in favor. Jud then talked in regards to the Benton County Comprehensive Plan and how the County would like the towns to share in the cost of the local match. Kevin Burk made the motion to pay \$1,000 to the County to help with the local match of the County Comprehensive Plan. Ron Shoup seconded the motion and all were in favor.

Ron Shoup and Treeva Sarles updated the Council on the meeting regarding a pharmacy possibly coming to town. The next step would be to send out a survey to the residents to see if they are interested and if they would support a pharmacy in town.

Town Superintendent Seth Humphreys noted that the meters are almost done, there are 7 left. They will be finishing the street repairs in the next few weeks.

Utility Superintendent Lorean Johnston presented the Council a written report on items he has been working on. He requested Seth and he attend a pump class for \$15 each in Indianapolis. The Council unanimously agreed.

Clerk-Treasurer Treeva Sarles updated the Council on the training, Betsy and she attended. We must get OSHA policies written and implemented ASAP. She also explained the new law regarding internal controls and that the State Board of Accounts will have the minimum standards manual to us by the end of the month and we then have until June to look at all our procedures, write and adopt a policy, create a training program on it and train staff. She presented information regarding our liens against the properties on Central Street and how large they are becoming. Jud explained options. Council would like her to obtain tax information on the properties and tabled it until the next meeting. Lastly, she informed the Council about a meeting she has set up with the representative of the State of Community Rural Affairs, Gerry White, and both Benton and Tippecanoe County Economic Development Directors in an attempt to help with the confusion of Otterbein sitting across the county line and how that is impacting economic development in Otterbein. Jud will also sit in on that meeting. It is October 29, 2015 at 11:00 AM. This brought up the topic of wanting to move the county line so that the entire town would be in Benton County.

Ron Shoup updated the Council on the repairs at the Community Center. He informed them that the carpet is 13 years old and is in need of replacement. Council agreed for him to get quotes for carpet. Seth Humphreys explained his idea for replacing the salt shed. The Council liked it and asked him to move forward with getting a solid quote.

Jud is still working on researching TIF Districts and will report back on that. Jud and Mike explained options on Stormwater Business rates and different ways to charge that. As more information is gathered it will continue to be discussed.

Treeva spoke in regards to the Street Festival and insurance. In the past, the Street Festival has been run independently, however, insurance is becoming quite an issue. It would be much cheaper if the town would sponsor the festival. Kevin Burk made the motion to sponsor the street festival. Ron Shoup seconded the motion and all were in favor. This did bring up a discussion in regards to other volunteers and are they covered. Treeva will research.

The agenda was discussed and how long they are now, and that tabled items are kept on the agenda as a reminder they need to be discussed further. This is making our meeting long. The Council unanimously agreed that they like the new layout and would rather have long meetings twice a month rather than more meetings.

Tom Tinsman is requesting moving from hourly to salaried for his assistance at the WWT plant. He is requesting \$1200 a month. We are paying him \$25 an hour on payroll. Treeva explained that the \$25 equals about \$1000 a month. She explained if they wish to honor his request they would either have to move him to contractual or change the salary ordinance. He really isn't needed every day, we just have to have him check in and sign our reports until Lorean gets his license next month. Kevin Burk made the motion to take him off of payroll and make him contractual at \$1200 once Tom presents a contract for review. Ron Shoup seconded the motion and all were in favor.

With nothing else to come before the Council, Doyle Allison made the motion to adjourn at 7:20 PM. Leon McKinney seconded the motion and all were in favor.